



**DUNVEGAN
COMMUNITY
TRUST**

Committee Meeting Minutes: 01.10.24

1 Welcome & Apologies:

Present: Jason Bold (JB), Mali MacLennan (MM), Sylvia Meyer (SM), Emma Jane Morrison (EJM), Leona Coull (LC), Bryony Anderson (BA), Liza Cleland (LCL), Stuart Cullen (SC), Katie Mitchell-Wright (KMW)

Apologies: Katy Lawrence (KL)

JB welcomed everyone to the meeting, and noted that SC & KMW were coming to the meeting as potential new trustees.

2 Adoption of previous minutes:

EJM proposed

SM seconded

LC will upload minutes to the website

3 Financials

- After contacting several potential new accountants, most of whom are currently not taking on any new clients, MM has been in touch with Mann Judd over in Stornoway. MM to set up a meeting with them.
- There is a possibility that we may need a financial audit completed as we are borderline on the threshold of £500k in income. An audit could cost us up to £10k to complete.

ACTIONS: MM set up meeting with Mann Judd

4 Gaeltec

- PO update attached
- An asbestos survey was carried out on the buildings and there is confirmed asbestos in the workshop floor and in the adhesive, approximately 180 square meters. There are also presumed instances in the plant and equipment, but this is still to be tested. The kiln could be a fantastic asset to the community building, and we need to look further into whether we deal with it or dispose of it.
- If the conveyancing had not gone through by the end of September, which it has not, then JB was to contact John / Joe Smales as we have had no SEPA report or no lease agreement with the current tenants.
- Costings from RD have confirmed that applying for 2 building warrants instead of 1 could cost between £1500 & £2k more, but we have asked for 2, this has now been actioned, allowing for phasing works to happen.
- We have our sitting tenants, IOSSS, who can only have disruption to their production of up to 2 weeks. RD suggested finding them temporary space while the works at Gaeltec are carried out. There was discussion that we move IOSSS from building 1 to building 2, but for temporary renovations to building 2 this could cost in the region of £36-48K.

- The next steps will be getting the keys for the building, the asbestos refurbishment report, then conversations will need to be had with the architects as to whether the build is going to be a phased one or not. We will need to find out whether or not we would need to get a change of use for the buildings, if we have to move IOSSS into the other building while their one is being refurbished.

ACTIONS: JB to email John / Joe Smales

BA to speak to RD re potential change of use for buildings

5 Playpark

- We are still scheduled for installation to start on the park on 7th October. We are still waiting on the lease to be finalised - MM will chase up our solicitor. The timeline for installation is still set for 4-6 weeks, no working on weekends.
- MM suggested that we pencil in an official opening day for Saturday 23rd November. MM will contact Nikki at the Community Cafe to ask whether we could team up with them to provide some cakes / soup / hot chocs for the event.
- MM has been looking at quotes for some 'park furniture'. Once we know what we need to pay the HC in legal costs we will know how much surplus we have to be able to spend on benches etc.
- MM has been in touch with Vanessa Lopez at Lumberjack Digital with regards to park signage and they will be able to help out with this.
- We may need to confer with our insurers with regards to what we legally need to have on signs in the park, i.e. *no dogs except from assistance dogs, and children are the responsibility of parents at all times*. Ideally we will have smaller signs at each gate and then one bigger one in the park itself with our sponsors logo's on.
- MM received a quote for renewing and replacing the strainer for £307, all agreed this was reasonable.
- The green fence that was wobbly and currently being held up by bramble bushes, should not take too much to secure, MM will arrange for someone to fix this.

Actions: MM to chase up solicitor re lease

MM to contact Community Cafe re refreshments

6 Cruachan / Orbost

- MM has started work on the community asset transfer for Cruachan and as part of that there are recommendations that an arboricultural survey is carried out, which HIE do not want to do, they believe this should be done by the purchaser. LCL's dad has a new neighbour who coincidentally is an arboriculturalist, and it was decided that we get in touch with him and ask him what a survey would entail, and how much it would all cost to act on. We could then ask to take this cost off the asset transfer.
- MM is still chasing up the flood risk assessment from the Community Housing Trust.
- Ideally, MM would like to host a community event where the results of this survey are discussed and thought it would be good to marry it up with our AGM, it would save asking folk to come out to separate events by the same group. Tentatively thinking of hosting a combined event and AGM on Saturday 16th November.

Actions:

7 Community Action Plan

- There was a very successful CAP inception meeting, with 37 people turning up. There is a tentative date set up with the primary school for Catherine MacPhee to go in and do some mapping exercises with the children.

- MM is hopeful that she has found someone that will be able to set up some workshops for the teenagers in the area to find out what they would like to see in and around the community.
- MM would like to speak to Community Enterprise to see if there is any training available for the folk who have offered to get involved in the CAP process.
- MM & KL had a meeting with HIE regarding Orbost Farm house. HIE are looking to divest themselves of their assets. There is the option of a partnership with the community housing trust, where the building is split into 2 affordable units. The community housing trust put in an expression of interest into the rural housing fund for us, but it was declined on the basis that houses are being built in the area. MM has emailed and asked them to reconsider this.

Actions:

8 Housing Needs Survey / Sports Pitch Feasibility Study

- MM & LCL have been making some revisions to the housing needs survey, they are hopeful that the survey will be launched in November, online and a flyer with a QR code. LCL suggested that it may be handy to purchase a cheap pay as you go mobile that can be used for folk to request a hard copy of the survey or if they need help in completing the survey.
- We will miss the majority of seasonal workers with the survey, but hope to get it out to as many businesses as possible and ask them to complete it.
- The sports pitch feasibility would be good to have undertaken but it would make sense to wait until the next financial year.

Actions: MM to source a mobile phone

9 Wind Farm Updates

- JB & KL met with Muirhall to review the latest plans, which have been scaled back from 47 turbines to 33. There is still lots of public engagement going on with regards to this.
- JB suggested that we contact Wind 2 (Struan & Edinbane) to use that entity to distribute funds to these areas. There are still lots of negotiations going on.
- We were contacted by Nadara to say that as part of some EU legislation they would like to conduct a community engagement interview. Any impact that we have felt, positive or negative since the wind farm has been there. This could be an opportunity to have a conversation about better relationships with Nadara.
- There is a teams meet scheduled for Monday 7th, MM & KL to attend

Actions: MM & KL to attend teams meet

10 DCC Update

- SM asked whether or not MM had received an email from John Laing about the police house - she had not. Apparently there is no intention to sell the police house. SM questioned why not as it is not currently being used as a functioning police station.

Actions:

11 Funding Applications

- An application was sent in from Sam MacLelland, after discussions last meeting. All agreed to fund £1000.00 employment grant to Sam.
- An application to our charities fund was sent in by Radio Skye, also on the back of discussions at the last meeting. All agreed to fund £1000.00 to Radio Skye to help fund Sam MacLelland's continued work at the station.

- LC just wanted to clarify what payment was left to pay out to Chiara MacLean. Chiara was the first person to apply for our new education grant, and was granted £3000.00 over 3 years. CM received £1500 in year 1, last year she received £750 and will receive £750 this year. CM's course is 4 years, so can reapply next year for further funding.

Actions: LC to contact all applicants

13 AOB

- A decision will be made on whether we hold our AGM on the 19th November as planned or if we move it to the 16th and plan some other combined event.
- LC to advertise in the WHFP
- We will need to let our members know that the AGM is coming up.
- Paul MacAskill has stepped down from his role on the trust. Jason would ideally like to step down from his role as chairperson, but would be happy to stay on as a trustee. EJM, LCL and KL are all happy to continue on for the next year.
- We will need to look at the roles needing filled within the trust in the coming weeks.
- JB did note that as well as being able to have 5 trustees, we can co opt folk onto the committee for their specialist expertise.

Actions:

The meeting was brought to a close at 8.25pm and JB thanked everyone for attending.

Next meeting : The next meeting will be our AGM, followed by committee meeting, Tuesday 19th November (unless we move to the 16th)

Gaeltec Building Update

Conveyancing

- Last heard from our Solicitor on 17 Sept, seller still gathering necessary paperwork. We now know they have the asbestos management report, so it must be the lease agreement holding things up.

Q – Jason to speak to John Smale?

Asbestos

- Current owner did use the recommended consultant for asbestos management report, this has found one confirmed instance in the workshop – 180m² of vinyl flooring and adhesive. Not sure yet what management for this they have suggested.

- Presumed instances in plant/equipment – assuming this is the kiln, have queried.

Q – should we request the building is cleared?

- Have 2 of 3 quotes in for refurbishment asbestos report, which is needed before any works can take place.

Architect

- Have sent on building 1 details for the building warrant, RD to come back to me soon to finalise.

Finances

- Have put in EOI to Crown Estate Scotland Fund for £45K to cover a PO role from July 2025 to March 2026, plus Architect and QS costs for during construction, shortlisted applicants invited to apply on 21 Oct.

- Next application: SSEN Regional Fund by 22 Nov.

- Action to start looking at smaller dedicated funds for specific aspects of building, eg energy saving

Phased Construction

- We have asked RD to submit separate building warrants for the two buildings to allow us to have more flexibility down the line. This is likely to cost £1500-2000 more than submitting one warrant for the whole project. Allows for refurbishment to be phased, and for one building to be signed off before the second is completed.

- Decisions for phased construction:

1. To use local joiner to open either monitoring hatches, or whether to tender for a full strip out.

Q – will the Trust or RD contract for asbestos removal?

2. Phasing of refurbishment through RD, either:

- no phasing
- split between two buildings with a break of less than 6 months, allowing the whole project to be one extended contract.
- split between two buildings as two contracts.

Cost of phasing – contractors overheads £4000pw exc VAT, £2-4K for consultant fees.

Current programme with RD is that Nicole is working on the building warrants to be submitted end Oct, beginning Nov.

Tenant IOSSS

- Limited changes in the design for IOSSS, they are really pleased with the additional storage and office space offered downstairs in building 2.
- Decisions to be made on what to do during construction period, they are happy to move location however do not want to close their business for any length of time.
- RD have provided their costings for moving IOSSS to community building while construction is happening in building 1. They suggest carrying out designs, building warrant, then temporary refurb on building before IOSSS can move in at approx £300-400/m2, for similar size to their current workshop £36-48K exc VAT. I've not yet let them know about asbestos finding.